State of South Carolina



Office of the State Auditor

1401 MAIN STREET, SUITE 1200 COLUMBIA, S.C. 29201

THOMAS L. WAGNER, JR., CPA STATE AUDITOR (803) 253-4160 FAX (803) 343-0723

July 19, 2001

Mr. Grady Bethea, Director of Operations Skilled Nursing Facility Division Clarendon Memorial Hospital 10 Hospital Street Manning, South Carolina 29102

Re: AC# 3-WND-J8 – Clarendon Memorial Hospital d/b/a Windsor Manor

Dear Mr. Bethea:

The accompanying report has been prepared by our office based on your Medicaid Financial and Statistical Report submitted to the Department of Health and Human Services for the cost report period February 1, 1998 through September 30, 1998. That report was used to set the rate covering the contract periods beginning August 1, 1998.

We are recommending that the Department of Health and Human Services certify an accounts payable for amounts underpaid as a result of the rate changes shown on Exhibit A. You will be notified of settlement terms by that Agency.

If you take exception to this report in any manner, you have the right to appeal in accordance with the <u>Code of Laws of South Carolina</u>, 1976 as amended, Title 44, and Department of Health and Human Services Regulation R.126-150, and you must respond in writing within thirty (30) calendar days of the date of this letter. This written response must address the specific items in the report being appealed, and must be directed to the Appeals and Hearings, Department of Health and Human Services, Post Office Box 8206, Columbia, South Carolina 29202-8206. Any correspondence should include the control number appearing on Exhibit A of this report.

Thomas L. Wagner, Jr. State Auditor

TLWjr/cwc

cc: Ms. Brenda L. Hyleman

Mr. Jeff Saxon Mr. Robert M. Kerr

SUMMERTON, SOUTH CAROLINA

CONTRACT PERIODS BEGINNING AUGUST 1, 1998 AC# 3-WND-J8

REPORT ON CONTRACT

FOR

PURCHASE OF NURSING CARE SERVICES

WITH

STATE OF SOUTH CAROLINA
DEPARTMENT OF HEALTH AND HUMAN SERVICES

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State of South Carolina



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THOMAS L. WAGNER, JR., CPA STATE AUDITOR (803) 253-4160 FAX (803) 343-0723

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

June 7, 2000

Department of Health and Human Services State of South Carolina Columbia, South Carolina

We have performed the procedures described below, which were agreed to by the South Carolina Department of Health and Human Services, solely to compute the rate change and related adjusted reimbursement rate to be used by the Department in determining the reimbursement settlement with Clarendon Memorial Hospital d/b/a Windsor Manor, for the contract periods beginning August 1, 1998, and for the eight month cost report period ended September 30, 1998, as set forth in the accompanying schedules. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the Department of Health and Human Services. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and the associated findings are as follows:

- 1. We tested selected costs or areas based on our analytical procedures applied to the reimbursable Medicaid program costs as shown on the Financial and Statistical Report for Nursing Homes, as filed by Clarendon Memorial Hospital d/b/a Windsor Manor, to determine if these costs were allowable as defined by the State Plan for Medicaid reimbursement purposes and supported by accounting and statistical records maintained by the provider. Our findings as a result of these procedures are presented in the Adjustment Report, Summaries of Costs and Total Patient Days, and Cost of Capital Reimbursement Analyses sections of this report.
- 2. We recomputed the Computation of Reimbursement Rate using the adjusted costs and calculated the rate change in accordance with the provisions of the contract between the Department of Health and Human Services and Clarendon Memorial Hospital d/b/a Windsor Manor dated as of October 1, 1994 as amended. Our findings as a result of these procedures are presented in the Computation of Rate Change and Computations of Adjusted Reimbursement Rate sections of this report.

Department of Health and Human Services State of South Carolina June 7, 2000

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the South Carolina Department of Health and Human Services and is not intended to be and should not be used by anyone other than the specified party.

Thomas L. Wagner, Jr., (

State Auditor

Computation of Rate Change For the Contract Periods Beginning August 1, 1998 AC# 3-WND-J8

	08/01/98- 09/30/98	10/01/98- 11/30/98	12/01/98- 09/30/99	10/01/99- 09/30/00
Adjusted reimbursement rate	\$96.24	\$98.34	\$99.09	\$99.45
Interim reimbursement rate (1)	93.90	96.37	97.12	97.50
Increase in reimbursement rate	\$ <u>2.34</u>	\$ <u>1.97</u>	\$ <u>1.97</u>	\$ <u>1.95</u>

⁽¹⁾ Interim reimbursement rate from the South Carolina Medicaid Management Information System (MMIS) Provider Rate Listing dated December 3, 1999

Computation of Adjusted Reimbursement Rate For the Contract Period August 1, 1998 Through September 30, 1998 AC# 3-WND-J8

	Incentives	Allowable Cost	Cost Standard	Computed Rate		
Costs Subject to Standards:						
General Services		\$43.37	\$48.08			
Dietary		11.37	9.74			
Laundry/Housekeeping/Maint.		10.63	7.72			
Subtotal	\$ <u>.17</u>	65.37	65.54	\$65.37		
Administration & Med. Rec.	\$	12.60	9.45	9.45		
Subtotal		77.97	\$ <u>74.99</u>	74.82		
Costs Not Subject to Standards:						
Utilities Special Services Medical Supplies & Oxygen Taxes and Insurance Legal Fees		1.41 4.30 3.80 .83		1.41 4.30 3.80 .83		
TOTAL		\$ <u>88.31</u>		85.16		
Inflation Factor (4.40%)				3.75		
Cost of Capital				6.66		
Profit Incentive (Maximum 3.5% o	of Allowable Co	st)		-		
Cost Incentive - For General Ser	rvices, Dietary	, LHM		.17		
Effect of \$1.75 Cap on Cost/Profit Incentives and Cost Sharing						
Minimum Wage Add-On				50		
ADJUSTED REIMBURSEMENT RATE	Ε			\$ <u>96.24</u>		

Computation of Adjusted Reimbursement Rate
For the Contract Period October 1, 1998 Through November 30, 1998
AC# 3-WND-J8

Casta Cubicat to Otandanda	Incentives	Allowable Cost	Cost Standard	Computed Rate
Costs Subject to Standards:				
General Services		\$43.37	\$49.90	
Dietary		11.37	9.93	
Laundry/Housekeeping/Maint.		10.63	8.11	
Subtotal	\$ <u>2.57</u>	65.37	67.94	\$65.37
Administration & Med. Rec.	\$	12.60	10.90	10.90
Subtotal		77.97	\$ <u>78.84</u>	76.27
Costs Not Subject to Standards:				
Utilities Special Services Medical Supplies & Oxygen Taxes and Insurance Legal Fees		1.41 4.30 3.80 .83		1.41 4.30 3.80 .83
TOTAL		\$ <u>88.31</u>		86.61
Inflation Factor (3.60%)				3.12
Cost of Capital				6.61
Profit Incentive (Maximum 3.5% o	of Allowable Co	st)		-
Cost Incentive - For General Ser	rvices, Dietary	, LHM		2.57
Effect of \$1.75 Cap on Cost/Profit Incentives and Cost Sharing				
Minimum Wage Add-On				
ADJUSTED REIMBURSEMENT RATE	Ξ			\$ <u>98.34</u>

Computation of Adjusted Reimbursement Rate For the Contract Periods December 1, 1998 Through September 30, 1999 AC# 3-WND-J8

	Incentives	Allowable Cost	Cost Standard	Computed Rate	
Costs Subject to Standards:					
General Services		\$43.37	\$49.90		
Dietary		11.37	9.93		
Laundry/Housekeeping/Maint.		10.63	8.11		
Subtotal	\$ <u>2.57</u>	65.37	67.94	\$65.37	
Administration & Med. Rec.	\$	12.60	10.90	10.90	
Subtotal		77.97	\$ <u>78.84</u>	76.27	
Costs Not Subject to Standards:					
Utilities Special Services Medical Supplies & Oxygen Taxes and Insurance Legal Fees		1.41 4.30 3.80 .83		1.41 4.30 3.80 .83	
TOTAL		\$ <u>88.31</u>		86.61	
Inflation Factor (3.60%)				3.12	
Cost of Capital				6.61	
Profit Incentive (Maximum 3.5% c	of Allowable Co.	st)		_	
Cost Incentive - For General Ser	vices, Dietary	, LHM		2.57	
Effect of \$1.75 Cap on Cost/Profit Incentives and Cost Sharing					
Minimum Wage (25 cents) & CNA (7	'5 cents) Add-0	ns		1.00	
ADJUSTED REIMBURSEMENT RATE	1			\$ <u>99.09</u>	

Computation of Adjusted Reimbursement Rate For the Contract Period October 1, 1999 Through September 30, 2000 AC# 3-WND-J8

Costs Subject to Standards:	Incentives	Allowable Cost	Cost <u>Standard</u>	Computed Rate
General Services		\$43.37	\$50.93	
Dietary		11.37	10.24	
Laundry/Housekeeping/Maint.		10.63	8.89	
Subtotal	\$ <u>4.69</u>	65.37	70.06	\$65.37
Administration & Med. Rec.	\$	12.60	11.39	11.39
Subtotal		77.97	\$ <u>81.45</u>	76.76
Costs Not Subject to Standards:				
Utilities Special Services Medical Supplies & Oxygen Taxes and Insurance Legal Fees		1.41 4.30 3.80 .83		1.41 4.30 3.80 .83
TOTAL		\$ <u>88.31</u>		87.10
Inflation Factor (3.00%)				2.61
Cost of Capital				6.46
Profit Incentive (Maximum 3.5% of	of Allowable Co.	st)		-
Cost Incentive - For General Se	rvices, Dietary	, LHM		4.69
Effect of \$1.75 Cap on Cost/Proand Cost Sharing	fit Incentives			(2.94)
CNA Staffing Add-On				.75
Nurse Aide Staffing Add-On				78
ADJUSTED REIMBURSEMENT RATI	£			\$ <u>99.45</u>

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Period August 1, 1998 Through September 30, 1998
AC# 3-WND-J8

<u>Expenses</u>	Totals (From Schedule SC 13) as Adjusted by DH&HS	<u>Deb:</u>		ments <u>Credit</u>	<u>-</u>	Adjusted Totals
General Services	\$ 665,704	\$ -		\$ 4,975 268		\$ 660,461
Dietary	173,534	454	(2)	829	(6)	173,159
Laundry	45 , 577		(1)	332 296		46,005
Housekeeping	65 , 541	292	(2)	458	(6)	65 , 375
Maintenance	50 , 231	543	(2)	22 166	(5) (6)	50,586
Administration & Medical Records	193,240	27	(2)	856 478		191,933
Utilities	23,634	-		2,227	(5)	21,407
Special Services	6 , 575	58 , 839	(4)	-		65,414
Medical Supplies & Oxygen	74 , 812	611	(2)	15,160 2,329		57,934
Taxes & Insurance	19,886	-		7,250	(3)	12,636
Legal Fees	-	-		-		-

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Period August 1, 1998 Through September 30, 1998
AC# 3-WND-J8

	Totals (From Schedule SC 13) as	Adjust	ments	Adjusted
Expenses	Adjusted by DH&HS	Debit	<u>Credit</u>	Totals
Cost of Capital	99 , 827	967 (3) 1,934 (7)	1,351 (1)	101,377
Subtotal	1,418,561	64,723	36,997	1,446,287
Ancillary	14,324	-	-	14,324
Non-Allowable	366 , 259	7,470 (6)	58,839 (4) 1,934 (7)	312,956
Total Operating Expenses	\$ <u>1,799,144</u>	\$ <u>72,193</u>	\$ <u>97,770</u>	\$ <u>1,773,567</u>
Total Patient Days	<u>15,230</u>		 _	<u>15,230</u>
TOTAL BEDS	<u>64</u>			

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Periods October 1, 1998 Through September 30, 1999
AC# 3-WND-J8

Expenses	Totals (From Schedule SC 13) as Adjusted by DH&HS	Adj <u>Debit</u>	ustments <u>Credit</u>	Adjusted _Totals
General Services	\$ 665,704	\$ -	\$ 4,975 (268 (
Dietary	173,534	454 (2)) 829 (6) 173,159
Laundry	45,577	961 (1) 95 (2)		
Housekeeping	65,541	292 (2)) 458 (6) 65,375
Maintenance	50,231	543 (2)) 22 (. 166 (.	
Administration & Medical Records	193,240	27 (2)) 856 (. 478 (
Utilities	23,634	-	2,227 (5) 21,407
Special Services	6 , 575	58,839 (4)	-	65,414
Medical Supplies & Oxygen	74,812	611 (2)) 15,160 (2,329 (3	
Taxes & Insurance	19,886	-	7,250 (3) 12,636
Legal Fees	-	-	-	_

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Periods October 1, 1998 Through September 30, 1999
AC# 3-WND-J8

	Totals (From Schedule SC 13) as	Adjust	ments	Adjusted
<u>Expenses</u>	Adjusted by DH&HS	Debit	Credit	Totals
Cost of Capital	99,404	967 (3) 1,629 (8)	1,351 (1)	100,649
Subtotal	1,418,138	64,418	36,997	1,445,559
Ancillary	14,324	-	-	14,324
Non-Allowable	366,682	7,470 (6)	58,839 (4) 1,629 (8)	313,684
Total Operating Expenses	\$ <u>1,799,144</u>	\$ <u>71,888</u>	\$ <u>97,465</u>	\$ <u>1,773,567</u>
Total Patient Days	<u>15,230</u>			<u>15,230</u>
TOTAL BEDS	<u>64</u>			

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Period October 1, 1999 Through September 30, 2000
AC# 3-WND-J8

<u>Expenses</u>	Totals (From Schedule SC 13) as Adjusted by DH&HS	<u>Deb:</u>		ments <u>Credit</u>	<u>-</u>	Adjusted Totals
General Services	\$ 665,704	\$ -		\$ 4,975 268		\$ 660,461
Dietary	173,534	454	(2)	829	(6)	173,159
Laundry	45 , 577		(1)	332 296		46,005
Housekeeping	65 , 541	292	(2)	458	(6)	65 , 375
Maintenance	50 , 231	543	(2)	22 166	(5) (6)	50,586
Administration & Medical Records	193,240	27	(2)	856 478		191,933
Utilities	23,634	-		2,227	(5)	21,407
Special Services	6 , 575	58 , 839	(4)	-		65,414
Medical Supplies & Oxygen	74 , 812	611	(2)	15,160 2,329		57,934
Taxes & Insurance	19,886	-		7,250	(3)	12,636
Legal Fees	-	-		-		-

Summary of Costs and Total Patient Days
For the Cost Report Period Ended September 30, 1998
For the Contract Period October 1, 1999 Through September 30, 2000
AC# 3-WND-J8

	Totals (From Schedule SC 13) as	Adjust	ments	Adjusted
<u>Expenses</u>	Adjusted by DH&HS	<u>Debit</u>	Credit	Totals
Cost of Capital	97,220	967 (3) 1,531 (9)	1,351 (1)	98,367
Subtotal	1,415,954	64,320	36,997	1,443,277
Ancillary	14,324	-	-	14,324
Non-Allowable	368,866	7,470 (6)	58,839 (4) 1,531 (9)	315,966
Total Operating Expenses	\$ <u>1,799,144</u>	\$ <u>71,790</u>	\$ <u>97,367</u>	\$ <u>1,773,567</u>
Total Patient Days	<u>15,230</u>			15,230
TOTAL BEDS	<u>64</u>			

Adjustment Report
Cost Report Period Ended September 30, 1998
AC# 3-WND-J8

ADJUSTMENT <u>NUMBER</u>	ACCOUNT TITLE	<u>DEBIT</u>	CREDIT
1	Fixed Assets Laundry Expense Other Equity Cost of Capital Accumulated Depreciation	\$546,425 961	\$536,249 1,351 9,786
	To adjust fixed assets and related depreciation HIM-15-1, Section 2304 State Plan, Attachment 4.19D		
2	Dietary Laundry Housekeeping Administration Medical Supplies and Oxygen Maintenance Startup Medical Supplies and Oxygen	454 95 292 27 611 543 13,138	15,160
	To capitalize start-up costs HIM-15-1, Section 2132		
3	Organization Cost COC Amortization Expense Taxes, Insurance & Licenses	6 , 283 967	7,250
	To capitalize organization cost HIM-15-1, Section 2134		
4	Special Services Nonallowable To record Part B co-insurance State Plan, Attachment 4.19D	58,839	58,839
5	Retained Earnings Laundry Maintenance Administration Utilities Medical Supplies	5,766	332 22 856 2,227 2,329
	To properly charge expenses applicable to the prior period HIM-15-1, Section 2302.1		

Adjustment Report
Cost Report Period Ended September 30, 1998
AC# 3-WND-J8

ADJUSTMENT NUMBER	ACCOUNT TITLE	DEBIT	CREDIT
6	Nonallowable Nursing Restorative Dietary Laundry Housekeeping Maintenance Administration	7,470	4,975 268 829 296 458 166 478
	To adjust fringe benefits HIM-15-1, Section 2304		
7	Cost of Capital Nonallowable	1,934	1,934
	To adjust capital return State Plan, Attachment 4.19D (This adjustment applies only to the rate period 8/1/98 - 9/30/98)		
8	Cost of Capital Nonallowable	1,629	1,629
	To adjust capital return State Plan, Attachment 4.19D (This adjustment applies only to the rate periods 10/1/98 - 9/30/99)		
9	Cost of Capital Nonallowable	1,531	1,531
	To adjust capital return State Plan, Attachment 4.19D		
	(This adjustment applies only to the rate period 10/1/99 - 9/30/00)		
	TOTAL ADJUSTMENTS	\$ <u>646,965</u>	\$ <u>646,965</u>

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Period August 1, 1998 Through September 30, 1998
AC# 3-WND-J8

Original Asset Cost (Per Bed)	\$ 15,618
Inflation Adjustment	2.1144
Deemed Asset Value (Per Bed)	33,022
Number of Beds	64
Deemed Asset Value	2,113,408
Improvements Since 1981	152,512
Accumulated Depreciation at 9/30/98	<u>(403,351</u>)
Deemed Depreciated Value	1,862,569
Market Rate of Return	.070
Total Annual Return	130,380
Adjust for Cost Report Period 242/365 days	86,444
Return Applicable to Non-Reimbursable Cost Centers	-
Allocation of Rent and Interest to Non-Reimbursable Cost Centers	
Allowable Annual Return	86,444
Depreciation Expense	13,966
Amortization Expense	967
Capital Related Income Offsets	-
Allocation of Capital Expenses to Non-Reimbursable Cost Centers	
Allowable Cost of Capital Expense	101,377
Total Patient Days (Actual Days)	15,230
Cost of Capital Per Diem	\$6.66

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Period August 1, 1998 Through September 30, 1998
AC# 3-WND-J8

6/30/89 Cost of Capital and Return on Equity Capital Per Diem Reimbursement	\$3.34
Adjustment for Maximum Increase	3.99
Maximum Cost of Capital Per Diem	\$ <u>7.33</u>
Reimbursable Cost of Capital Per Diem	\$6.66
Cost of Capital Per Diem	6.66
Cost of Capital Per Diem Limitation	\$

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Periods October 1, 1998 Through September 30, 1999
AC# 3-WND-J8

Original Asset Cost (Per Bed)	\$ 15,618
Inflation Adjustment	2.1814
Deemed Asset Value (Per Bed)	34,069
Number of Beds	64
Deemed Asset Value	2,180,416
Improvements Since 1981	152,512
Accumulated Depreciation at 9/30/98	(403,351)
Deemed Depreciated Value	1,929,577
Market Rate of Return	067
Total Annual Return	129,282
Adjust for Cost Report Period 242/365 days	85,716
Return Applicable to Non-Reimbursable Cost Centers	-
Allocation of Rent and Interest to Non-Reimbursable Cost Centers	
Allowable Annual Return	85,716
Depreciation Expense	13,966
Amortization Expense	967
Capital Related Income Offsets	-
Allocation of Capital Expenses to Non-Reimbursable Cost Centers	
Allowable Cost of Capital Expense	100,649
Total Patient Days (Actual Days)	15,230
Cost of Capital Per Diem	\$6.61

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Periods October 1, 1998 Through September 30, 1999
AC# 3-WND-J8

6/30/89 Cost of Capital and Return on Equity Capital Per Diem Reimbursement	\$3.34
Adjustment for Maximum Increase	3.99
Maximum Cost of Capital Per Diem	\$ <u>7.33</u>
Reimbursable Cost of Capital Per Diem	\$6.61
Cost of Capital Per Diem	<u>6.61</u>
Cost of Capital Per Diem Limitation	\$

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Period October 1, 1999 Through September 30, 2000
AC# 3-WND-J8

Original Asset Cost (Per Bed)	\$ 15,618
Inflation Adjustment	2.2493
Deemed Asset Value (Per Bed)	35,130
Number of Beds	64
Deemed Asset Value	2,248,320
Improvements Since 1981	152,512
Accumulated Depreciation at 9/30/98	(403,351)
Deemed Depreciated Value	1,997,481
Market Rate of Return	.063
Total Annual Return	125,841
Adjust for Cost Report Period 242/365 days	83,434
Return Applicable to Non-Reimbursable Cost Centers	-
Allocation of Rent and Interest to Non-Reimbursable Cost Centers	
Allowable Annual Return	83,434
Depreciation Expense	13,966
Amortization Expense	967
Capital Related Income Offsets	-
Allocation of Capital Expenses to Non-Reimbursable Cost Centers	
Allowable Cost of Capital Expense	98,367
Total Patient Days (Actual Days)	15,230
Cost of Capital Per Diem	\$6.46

Cost of Capital Reimbursement Analysis
For the Cost Report Period Ended September 30, 1998
For the Contract Period October 1, 1999 Through September 30, 2000
AC# 3-WND-J8

6/30/89 Cost of Capital and Return on Equity Capital Per Diem Reimbursement	\$3.34
Adjustment for Maximum Increase	3.99
Maximum Cost of Capital Per Diem	\$ <u>7.33</u>
Reimbursable Cost of Capital Per Diem	\$6.46
Cost of Capital Per Diem	6.46
Cost of Capital Per Diem Limitation	\$

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